

FIELD GRADE OFFICER PERFORMANCE REPORT (MAJ thru COL)			
I. RATEE IDENTIFICATION DATA			
1. NAME (Last, First, MI)	2. CAPID	3. RANK	4. UNIT
5. PERIOD OF REPORT From: Thru:	6. NO. DAYS SUPERVISION		7. REASON FOR REPORT
II. UNIT MISSION DESCRIPTION			
To administer and support the Civil Air Patrol Cadet Program through leadership training and development, moral leadership, and aerospace education. To provide highly trained emergency services operational personnel and services to the United States of America. To support the local community and State of Indiana as required or requested by MOU, LOA, or other orders by competent CAP or USAF officials.			
III. JOB DESCRIPTION			
1. DUTY TITLE			
2. KEY DUTIES, TASKS, AND REPOSIBILITIES -Provide highly effective resource management -Effectively handle/mitigate personnel issues -Mentor CGOs and SNCOs			
IV. IMPACT ON MISSION ACCOMPLISHMENT			
V. PERFORMANCE FACTORS		DOES NOT MEET STANDARD	MEETS STANDARD
1. Job Knowledge			
Has knowledge required to perform duties effectively		<input type="checkbox"/>	<input type="checkbox"/>
Strives to improve knowledge			
Applies knowledge to handle non-routine situations			
2. Leadership Skills			
Sets and enforces standards. Motivates subordinates. Works well with others.		<input type="checkbox"/>	<input type="checkbox"/>
Fosters Teamwork. Displays initiative. Self-confident. Has respect and confidence of subordinates. Fair and consistent in evaluation of subordinates.			
3. Professional Qualities			
Exhibits loyalty, discipline, dedication, integrity, honesty, and officership.		<input type="checkbox"/>	<input type="checkbox"/>
Adheres to Civil Air Patrol standards. Accepts personal responsibility.			
Is fair and objective.			
4. Organizational Skills			
Plans, coordinates, schedules, and uses resources effectively.		<input type="checkbox"/>	<input type="checkbox"/>
Schedules work for self and others equitably and effectively.			
Anticipates and solves problems. Meets suspenses.			
5. Judgment and Decisions			
Makes timely and accurate decisions. Emphasizes logic in decision making.		<input type="checkbox"/>	<input type="checkbox"/>
Retains composure in stressful situations. Recognizes opportunities and acts To take advantage of them.			
6. Communication Skills			
Listens, speaks, and writes effectively.		<input type="checkbox"/>	<input type="checkbox"/>

VI. RATER OVERALL ASSESSMENT		RATEE NAME (last, first, MI): 	
Last performance feedback was accomplished on:			
NAME, RANK, UNIT	DUTY TITLE		DATE
	CAPID	SIGNATURE	
VII. ADDITIONAL RATER OVERALL ASSESSMENT		<input type="checkbox"/> CONCUR	<input type="checkbox"/> NONCONCUR
NAME, RANK, UNIT	DUTY TITLE		DATE
	CAPID	SIGNATURE	
VIII. REVIEWER		<input type="checkbox"/> CONCUR	<input type="checkbox"/> NON-CONCUR
NAME, RANK, UNIT	DUTY TITLE		DATE
	CAPID	SIGNATURE	
<p style="text-align: center;">INSTRUCTIONS</p> <p>All: Recommendations must be based on performance and the potential based on that performance. Promotion recommendations are prohibited. Do not comment on completion of or enrollment in PME, advanced education, family activities, marital status, race, sex, ethnic origin, age, or religion.</p> <p>Rater: Focus your evaluation in section IV on what the officer did, how well he/she did it, and how the officer contributed to mission accomplishment. Write in "bullet" format. Your comments in section VI may include recommendations for assignment.</p> <p>Additional Rater: Carefully review the rater's evaluation to ensure it is accurate, unbiased, and uninflated. If you disagree, you may ask the rater to review his/her evaluation. You may not direct a change in the evaluation. If you still disagree with the rater mark "NON-CONCUR" and explain. You may include recommendations for assignment.</p> <p>Reviewer: Carefully review the rater's and additional rater's rating and comments. If their evaluations are accurate, unbiased, and uninflated, mark the form "CONCUR" and sign the form. If you disagree with previous evaluators, you may ask them to review their evaluations. You may not direct them to change their appraisals. If you still disagree with the additional rater, mark "NON-CONCUR" and explain in section VIII. Do not use "NON-CONCUR" simply to provide comments on the report. The reviewer must be of one of the following positions: Commander, Vice Commander, Deputy Commander for Cadets, or Deputy Commander for Seniors.</p>			